

Budget Division

The Statutes of 1963 created the State Department of Administration, incorporating the functions of the Director of Budget, the State Department of Buildings and Grounds, the State Department of Purchasing, and the State Department of Personnel.

Records Description	Dates: 1959-1991	Volume: 127 c.f.
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Budget	1959-1983	31 c.f.
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This series consists of the budget proposals, requests and correspondence. The arrangement is chronological by year, within which the agencies are arranged alphabetically and according to file numbers.

Administrative Records	1971-1978/1962-1975	11.5 c.f.
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These are records of the Budget Division Office as related to the various government agencies. Chronological arrangement, and according to agencies.

Correspondence	1960-1986/1988-1989	39 c.f.
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This series consists of the various correspondence created in the course of conducting business. The arrangement is generally chronological, and within each year according to provenance.

Director's Office Files	1968-1987/1990-1991	23 c.f.
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Included in this series are Director's Office grants, files on the various government agencies and institutions, including grants, special studies, files on the 1985 session, legislative files, general government files, education, human resources, regulatory, economic development, environmental and miscellaneous files. Arrangement is according to departments, divisions and commissions, and in chronological order.

Legislative Sessions	1989-1991	11.5 c.f.
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This series consists of records related to the legislative sessions of 1989 session, including Bill Draft Requests (BDRs). The arrangement is generally chronological; the BDRs are alphabetical, by names of institution, and chronological per fiscal notes number.

Work Programs and Revision Files	1988-1989	10 c.f.
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The series consists of the files on the various agency work programs as well as the revision files submitted to the Budget Division. Arrangement is alphabetical, according to agency.